

Customer Service  
Tax and License Registration

Telephone: (480) 312-2400  
Fax: (480) 312-4806  
Website: [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov)



Office Locations

7447 E Indian School Rd., Ste 110  
Scottsdale, AZ 85251  
Or  
9379 E San Salvador, Ste 100  
Scottsdale, AZ 85258

## **MAGIC ARTS ESTABLISHMENT REQUIREMENTS**

**FEES: \$ 100.00 per year**  
**\$ 29.00 Record Check fee per person**

Be sure to read the Miscellaneous Business Licenses ordinance and General Provisions ordinance available from the City of Scottsdale, Tax and License Registration office, **prior** to applying.

1. Application must be made, a minimum, of 30 days prior to the event or start of business.
2. The applicant must also apply for a Business, Occupational and Professional license (service or wholesale type business), if the business is located in Scottsdale or a Scottsdale Transaction Privilege (Sales) and Use Tax license if there is a tax liability.
3. The owners, officers, members and on-site managers of a Magic Arts establishment must be fingerprinted and submit a record check form. A license will not be issued if the owners, officers, or members have been convicted of a criminal action that would be grounds for denial; or as proposed in Article 1 of this chapter.
4. Police and Code Enforcement Departments must approve prior to a license being issued.
5. Any licensee transacting and carrying on business at a fixed place of business shall keep the license posted in a conspicuous place upon the premises where such business is conducted.
6. Fees paid when application is made are non-refundable and non-transferable.